

BOARD ORDERS AND MINUTES

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY (“the Board”) sat for the transaction of county business in formal session on September 19, 2013, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Kathy George, Mary P. Stern, and Allen Springer being present.

Also present were Laura Tschabold, County Administrator; Chuck Vesper, Deputy County Administrator; Christian Boenisch, County Counsel; Pat Anderson, Human Resources; Ron Huber, Captain; and Nathalie Hardy, News-Register.

Commissioner George called the meeting to order at 10:00 a.m.

A. **PUBLIC COMMENT:** This thirty-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other topic scheduled for public hearing. Unless extended or restricted by the Chair or majority of the Board, public comment will be limited to three minutes per person. None offered.

B. **CONSENT AGENDA:** Ms. Stern moved approval of the consent agenda. The motion passed, Commissioners George, Stern, and Springer voting aye.

Minutes

1. Approve the following formal session minutes:
 - a. **B. O. 13-572** - July 11, 2013;
 - b. **B. O. 13-573** - August 29, 2013.

Personnel

2. **B. O. 13-574** - Approve the employment of Haleigh Gokey as Management Analyst in HHS Community Health, regular full-time, Range 20, Step 1, effective September 24, 2013.
3. **B. O. 13-575** - Approve the employment of Sheila White-Clark as Administrative Office Specialist in Community Corrections, temporary part-time, Range 14, Step 6, .4 FTE, effective September 19, 2013, through March 13, 2014.
4. **B. O. 13-576** - Approve the change of status of the following employees in Community Corrections to extend temporary part-time employment:
 - a. Pricilla Villa, effective October 1, 2013, through October 31, 2013;
 - b. Heather Harris, effective October 4, 2013, through April 4, 2014.

Contracts/Grants

5. **B. O. 13-577** - Approve a modification and extension of contract between the Sheriff's Office, provider, and Bureau of Land Management for law enforcement services, net increase of \$21,385, effective November 1, 2013, through October 31, 2014.

Refunds

6. **B. O. 13-578** - Authorize a \$1752 refund from the Planning Department to John Bush.

C. **OLD BUSINESS:** None.

D. **OTHER BUSINESS** (Add-ons and non-consent items):

1. **B. O. 13-579** - Consideration of authorizing the Public Works Road Division to return to its winter work schedule of five consecutive eight-hour days during the six-day work week, effective November 4, 2013.

Mr. Springer moved approval of item D(1). The motion passed, Commissioners George, Stern, and Springer voting aye.

2. **B. O. 13-580** - Consideration of the employment of Nathanael Long and Kari Worden as Office Specialist 2 in the Assessor's Office, regular full-time, Range 7, Step 3, effective September 24, 2013.

Mr. Springer moved approval of item D(2). The motion passed, Commissioners George, Stern, and Springer voting aye.

3. **B. O. 13-581** - Consideration of the employment of Silvia Hanson as bilingual Office Specialist 2 in HHS Adult Behavioral Health, regular full-time, Range 7, Step 1, effective September 24, 2013.

Ms. George moved approval of item D(3). The motion passed, Commissioners George, Stern, and Springer voting aye.

4. **B. O. 13-582** - Consideration of authorizing the purchase of a new LiveScan fingerprint machine from 3M Cogent, Inc., for the jail, \$18,952, and authorizing the chair to sign a maintenance and support agreement, subject to final review and approval by County Counsel.

Ron Huber explained how the fingerprint system works, and said that the current machine would be moved to the Sheriff's Office to be used for concealed handgun license requests. He noted that Cogent was not the lowest price, but the company with the lowest quote does not have a good history of customer service. He stated that this purchase was not included on the capital projects list for the year, but he would be able to cover the cost in the budget. Laura Tschabold requested that he submit a revised a capital projects list.

Ms. Stern moved approval of item D(4). The motion passed, Commissioners George, Stern, and Springer voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, www.co.yamhill.or.us/content/volunteer-opportunities, or call the Board of Commissioners' office: 503-434-7501 (from McMinnville) or 503-554-7801 (toll-free from Newberg).

The meeting adjourned at 10:15 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair KATHY GEORGE

Commissioner MARY P. STERN

Commissioner ALLEN SPRINGER